

HAWAII
Quarterly Narrative Report
ARRA Green Jobs State LMI Improvement Grants
SGA/DFA PY-08-17

General Grant Information

SGA Type: **SGA/DFA-08-17**

Grantee Name: **Hawaii Department of Labor and Industrial Relations**

Project Name: **ARRA Green Jobs State LMI Improvement Grant**

Grant Number: **GJ-19811-10-60-A-15**

Report Quarter Ending: **June 30, 2010**

Date of Submission: **July 15, 2010**

Program Contact Information: **Francisco P. Corpuz**

A. Summary of Grant Activities

Modification No. 1 to our grant was submitted in May and approved by ETA on June 1, 2010, to realign budget resources, including purchase of computer server hardware and software to develop and maintain an online Green Jobs Survey system.

The inaugural Hawaii Green Jobs Survey was launched on May 14, 2010. The survey is based on a rigorous scientific survey research design and sampling method to establish baseline measures that provide valid and reliable estimates of the number of green economy jobs and the workers employed. Of the 30,500 businesses in the State of Hawaii, 9150 (or 30%) were selected for inclusion in the stratified random sample. Due consideration was given to all geographic counties, firm sizes and NAICS industry classifications to ensure that adequate representation was given to all sectors of the state's diverse economy. Statistical methodology and characteristics of the data sample will be provided in a research report to be released later this year. Data collection lasted for an eight-week period, concluding at close of business on Friday, July 9.

Data compilation and analysis will take place during the remainder of July, with a preliminary report to be circulated for review in late August. The release of a final report is scheduled for September.

For more information about the survey, visit: www.GreenJobsHawaii.org.

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B. Status Update on Strategic Partnership Activities

The GWIN Advisory Committee had the opportunity to review early versions of the Hawai'i Green Jobs Survey and give feedback in January and February 2010. The *Green Jobs Initiative Team*, which was formed in March, maintained the original survey content, the green color scheme and logo approved by the Advisory Committee. However, we revised the wording, formatting and design to make the survey more user-friendly, attractive, and readable.

On April 16, we pretested the survey by sending the near-final draft to • 17 members of the GWIN Advisory Committee (including LWIBs), • a random sample of 12 businesses statewide, • a business association, • two NGOs, and • 20 colleagues in the Research & Statistics Office of DLIR. Of the 53 people to whom we sent the survey, we received feedback from 18: 6 GWIN members, 5 businesses, 5 colleagues, 1 NGO, and one unidentified. Two were returned by the post office.

We reviewed and considered all the suggestions offered by the pretest reviewers. We incorporated much of the feedback we received into the survey. Some comments suggested wording changes, which we made, like substituting the word “fuel” for “oil” or “reduce” for “halt” in the first paragraph. Other revisions made the instructions more clear, such as referring people on the front page to turn to the back page for more information and examples about green jobs. A business owner suggested we add the state seal, which we did. We also added more green practices that were suggested, such as bus pass and photovoltaics. We eliminated the confusing question asking survey takers to check if they had employees in the various counties after we had instructed them to report only for the worksite listed on the label. We also adjusted the formatting, such as to make the columns for training requirements a bit wider to accommodate more writing.

While other comments had merit, some were not feasible to include in the current survey. For example, two thought we should put on the front page all the information about green jobs that appeared on the back page. We had previously re-designed the survey to combine all the discussion about green jobs on the front. That re-design meant that most of the initial part of the survey was moved to the back page, a placement which had its own disadvantages. Another suggested we collect the number of part-time workers separately, which we were not asked to do by the committee. One reviewer questioned whether businesses would be able or willing to categorize their workers into one of the five core areas and suggested deleting that. However, we left it in, since the Advisory Committee had asked for it and other states had successfully collected job information by green categories.

Another reviewer wanted us to collect more information by county. We did not need to change anything to do a county analysis. Each survey identifies each business and their county through a numeric code linked to the QCEW database. Our plan is to analyze all the data by county.

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Many of the suggestions of those who participated in the pre-test were incorporated into the final survey. Their helpful feedback contributed to a better survey. This experience confirmed the value of pre-testing with our stakeholders, which improved the effectiveness of the Green Jobs Survey. We sent the final survey to the printer on April 29, 2010. The printed survey is attached.

C. Timeline for Grant Activities and Deliverables

December 2009 – On-going: Hold initial meeting and “as-needed” meetings – Initial meeting held on December 14, 2009. In January 2010, we held follow-up meetings to review preliminary plans for the green jobs survey and identifying other data requirements and sources of information. No update.

December 2009 – Train and provide technical assistance to key staff on effective dialogues – delayed since no staff to train. In February to March 2010, three new staff members came on board and participated in a webinar on the Green Jobs Definitions by BLS and conference call on Technical Assistance by ETA. Staff participated in more TA calls and webinars during April to June.

December 2009 – May 2010 - Formalize work agreements (e.g, MOU’s, RFP’s, contracts) – In March 2010: Started work on creating a green website, including an online tool to collect green jobs survey data, with the help of our internal DLIR-IT staff. We also started discussion on improving the LMI and Training information tools on HireNet, in collaboration with WDD. We continued to work on a supplemental contract for HireNet to develop a Green Hawaii Workforce Information (Green HIWI) Portal. The Green HIWI Portal will incorporate Hawaii-specific green jobs definitions.

December 2009 – May 2011 – Coordinate dialogues as needed, including interviews, focus groups – nothing to report.

December 2009 – January 2010 – Discuss options, design, pre-test baseline survey – need to revise schedule due to lack of staff. In March 2010: The three new staff developed a new timeline, with designing sample and survey instrument to be completed in April and the first mail-out in May. Initial survey results are expected to be released in August, and the final report completed in September 2010. Completed.

December 2009 – May 2011 – Send out press releases and engage in outreach and awareness activities – DLIR issued a press release announcing the award of \$1.2M grant for LMI Improvement initiatives in Hawaii. The grant award was also discussed during the State-WIB/WDC meetings. We sent out a press release in May announcing the Green Jobs Survey.

December 2009 – May 2011 – Launch guidelines, accept and review requests, and provide innovation funds to local areas – Nothing to report.

December 2009 – May 2011 – Provide oversight and technical assistance - On-going.

December 2009 – Meet and agree on outcome-driven operating work plan – delayed due to lack of staff. In March 2010: Discussed revised work plan. We continued to review and adjust the work plan.

December 2009 – May 2011 – Monitor and submit all required reports – On-going. ARRA 1512 report submitted for April - June, 2010 Quarter.

December 2009 – May 2011 – Implement an evaluation plan – delayed due to lack of staff.

D. Status of Deliverables and System Building Activities

None to report at this time.

E. Key Issues and Technical Assistance Needs

We continue to face challenges in finalizing external and internal agreements for acquiring survey tools and software , developing projections models, assessing training gaps, and other contractual services. Grant expenditures may be impacted.

The FY 2011-2012 state budget was finalized and it restored temporary positions that we were able to use to extend the services of the three new hires beyond June 30, 2010.

F. Best Practices and Success Stories

Nothing to report at this time.

G. Additional Information

Due to travel restrictions, staffing, and workload issues, Hawaii was not able to send LMI staff to attend the ETA ARRA Green Jobs and Health Care/Emerging Industries New Grantee Post Award Forum in San Francisco on June 15-16, 2010.